

**SCHOOL DISTRICT OF ALBANY
BOARD OF EDUCATION
SPECIAL MEETING MINUTES**

**June 29, 2020
6:00 pm**

**Albany School Media Room
(for Board Members & Administration Only)
& by Webex (for Public)**

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1. **MEETING CALLED TO ORDER** - The meeting was called to order by President Elliott at 6:02 p.m.
2. **ROLL CALL**

Carrie Anderson	Present	Steve Elliott	Present	Valerie Johnson	Present
Adam Kopp	Present	Justin Monson	Present	Sherri Seitz	Present
6 members present					
3. **OPEN MEETING LAW COMPLIANCE** – Board President will announce, “to comply with the Open Meeting Law, “a tentative agenda was sent to the Brodhead Independent Register newspaper, WEKZ, Janesville Gazette on **June 25, 2020** which is more than twenty-four hours prior to the meeting date. An up to date agenda is available on the District’s Website: <http://www.albany.k12.wi.us> and at the following locations in the District: the Albany Post Office, Albany Mini Mart, on the North and East doors of the school, and on the official notice board in the main hallway near the District Office on **June 25, 2020**.
4. **APPROVAL OF AGENDA** - Motion made by Kopp, seconded by Anderson to approve the agenda as presented. Motion carried 6-0
5. **STAFF MEMBER’S REQUEST TO BE HEARD** - Dunnell Kendrick and Rochelle Cashman spoke to the board in regards to advocating for Support staff in writing to legislators during the COVID pandemic. The board thanked them and this will be discussed at the next board meeting.
6. **BUSINESS** **(Information, Discussion, Action)**
 - A. **Budget Amendments** - The board was presented with a change of notice and they adopted a budget that covers the general fund, special education, special project funds, food service funds and community service food. Discussion was held about differences in the budget. It is noted that the amendment is an update to the budget based on current expectations for staff and benefits great grant revisions due to revenue expenses, expense transfers, account code changes and re-alpha. Question of budget resources and other priorities due to the Covid pandemic. Motion was made by Kopp, seconded by Monson to approve the amended budget. Motion carried 6 -0 (I, D, A)
 - B. **Breakfast/Lunch Fees for 2020-2021** - The board presented the new changes for food fees. Discussion was held in the area of increasing kindergarten through 12th grade breakfast by \$.10 a day and increasing adult meals by five cents a day, increasing lunch kindergarten through fifth grade by \$.10 a day and increasing the sixth grade through 12th grade by five cents per day. The increase is to help with not having a deficit in lunch food service fund. Motion was made by Seitz, seconded by Johnson to approve changes in breakfast and lunch prices and fees for the 2020-2021 school year. Motion carried 6-0 (I, D, A)
 - C. **Comet Come Back** - Athletic director Derik Doescher presented to the board the WI AAA guidelines for the month of July for high school sports. High school boys and girls basketball, high school and softball have five contact days. Mr. Doescher also provided a plan for coaches when holding contact open gyms with student athletes. Coaches only will be attending and sanitary precautions will be taken and coaches only no volunteers will be able to attend. Discussion was held in regards to procedures.
 - D. **Building reopening for July August** - Mr. Trow presented the July August building opening procedures. Some highlights were all employee fobs will be reactivated; employees can enter the building during off school hours, high traffic areas will

continue to be sanitized regularly, all adult visitors will wear a mask or shield when entering the building during school hours, mask will be available, number of people in the building will continue to be monitored, all people in the building during school hours must sign in and out of the office, all employees will wear a mask and shield one that stays socially distance from other employees are visiting. Brief discussion was held in regards to DPI's positive test. Mr. Trow will send emails out to staff with the opening plan. No action was taken (I, D)

- E. **Summer Meal Update** - Mr. Trow and Mrs. Gregerson updated the board for summer program we are discontinuing the family meals. However, the Friday backpacks are still being handed out on a weekly basis by Jolene Morton. No action took place (I, D)
- F. **August Summer School Costs** – Mrs. Gregerson informed the board of the numbers for summer school such as credit recovery. \$2543.40 is currently the cost for contracts for the staff members conducting Summer school. Discussion was held in regards to number of students and teaching contracts if for some reason we need to cancel credit recovery for summer and individual tutoring, if a staff member does not come teach there will be no pay. Motion was made by Seitz, seconded by Anderson to approve the budget for summer school cost. Motion carried 6-0 (I, D, A)
- G. **Graduation Update** - Mr. Trow updated the board on graduation ceremony and the plans for the graduates and location and rain date for the ceremony. No action was taken (I, D)
- H. **Materials Return Update** - Mrs. Gregerson gave the board an update on the material returns, that it went very good. There are however still some families that have material still out, they are contacting them to ensure materials are returned. No action took place (I, D)

- 7. **ADJOURN TO CLOSED SESSION** - The Board President will announce, “At this time I will entertain a motion to adjourn to Closed Session under the provisions of Sections 19.85(1) for considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, under Section 19.85(1) (f) to discuss personnel matters that require a Closed Session.”

Motion by Kopp, Seconded by Anderson to adjourn to closed session at 7:25 p.m. Motion carried 6-0 by roll call vote.

Carrie Anderson Present	Steve Elliott Present	Valerie Johnson Present
Adam Kopp Present	Justin Monson Present	Sherri Seitz Present

6-0 members present

- 8. **BUSINESS (I=Information, D=Discussion, A=Action)**
 - A. **Appointment of New School Board Member** (I, D)
 - B. **Support Staff Pay Increase** (I, D)
 - C. **Staff Salary** (I, D)

9. **RECONVENE IN OPEN SESSION**

Motion by Seitz, Seconded by Anderson to reconvene to open session at 8:29p.m. Motion carried 6-0 by roll call vote.


Carrie Anderson Present	Steve Elliott Present	Valerie Johnson Present
Adam Kopp Present	Justin Monson Present	Sherri Seitz Present

6-0 members present

- A. **Appointment of New School Board Member** - Motion was made by Anderson and second by Seitz appointing Lori Modaff as school member for one year term. Motion carried 6-0 (I, D)
 - B. **Support Staff Pay Increase** - Motion was made by Monson, second by Seitz to approve the support staff pay increases as presented to the board. Motion carried 6-0 (I, D)
 - C. **Staff Salary** - Motion was made by Monson to approve amended contract for a middle school teacher, seconded by Anderson. Motion carried 6-0 (I, D)
- 10. **ADJOURNMENT** - Motion made by Monson, seconded by Kopp to adjourn. Motion carried 6-0. Meeting adjourned 8:33p.m



Valerie Johnson, Board Clerk



Steve Elliott, Board President